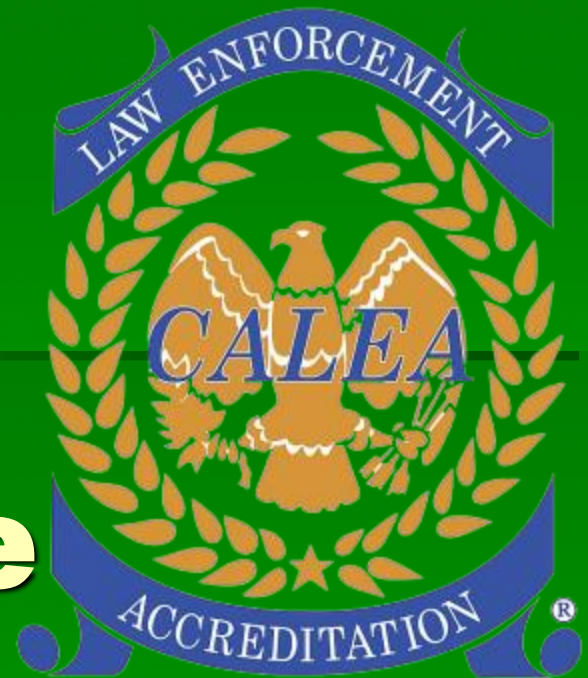


# Welcome to the KCSO Deputy Information Session

- Please sign in....roster on table.  
PLEASE print.
- Restrooms down hall to right,  
past vending machines sign.
- There is free stuff—help yourself

# King County Sheriff's Office



**internationally accredited law enforcement  
agency**

Deputy Dave Palus

Sound Transit PD & KCSO Recruiter

# Who & Why?

Attended DIS before? Laterals?

About me

About you—are you a lifer (unlike me)?

Already tested?

Oral Boards – 3<sup>rd</sup> week of every month

Tues, Wed, (Thurs)

Law Enforcement vs. KCSO specifically

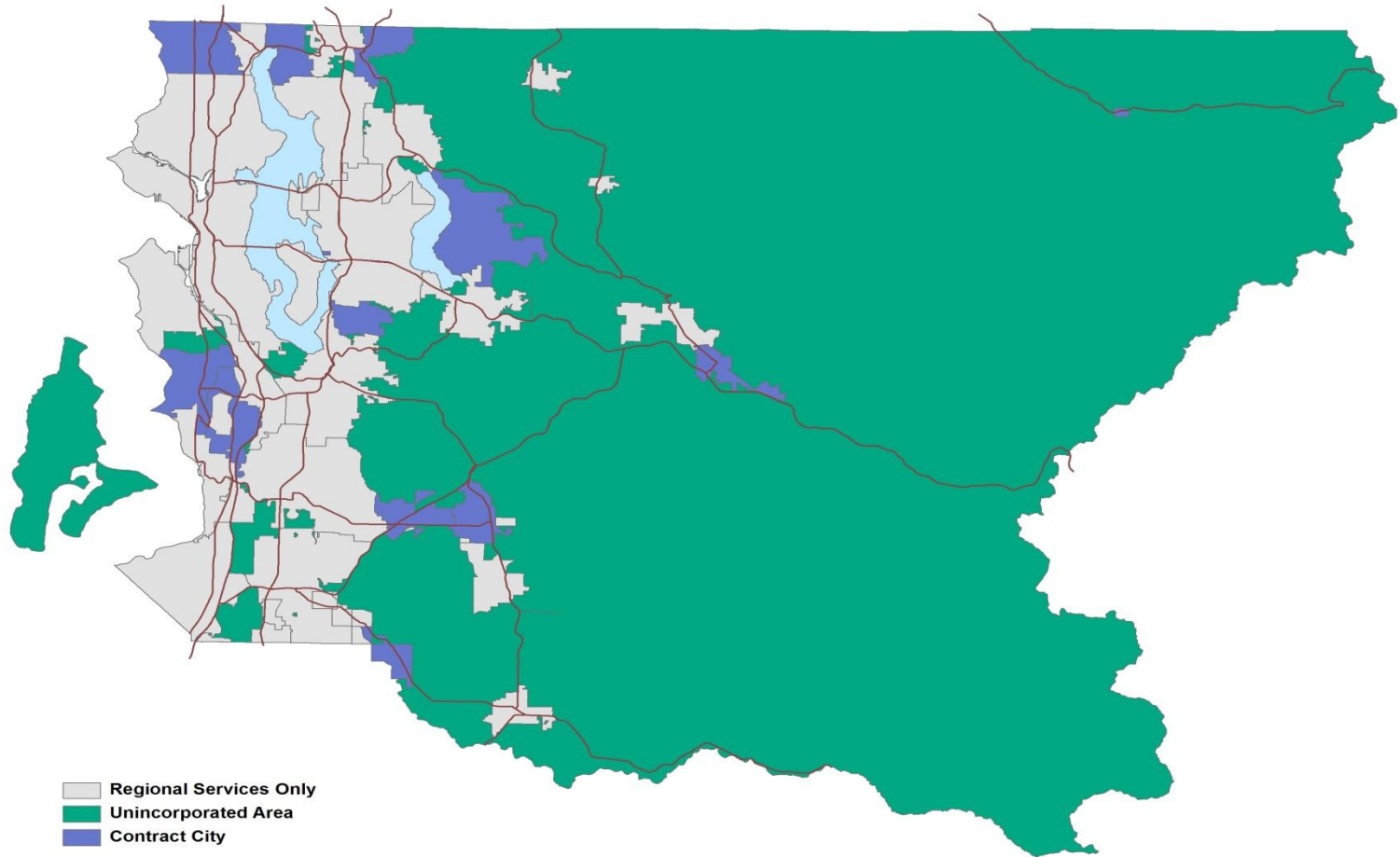
# KCSO: A Full Service Law Enforcement Agency

- ~1,100 employees serving 2,100 sq. miles
  - 3<sup>rd</sup> largest agency/13<sup>th</sup> largest county in nation (pop)--twice as large as the average county in the USA ~ 2 million people
- Emergency & non-emergency patrol response
- Proactive patrol
- Investigation Units
- Specialized Units
- Civil Processes throughout the County
- Regional Services: AFIS, Guardian 1, Search & Rescue
- No required jail service

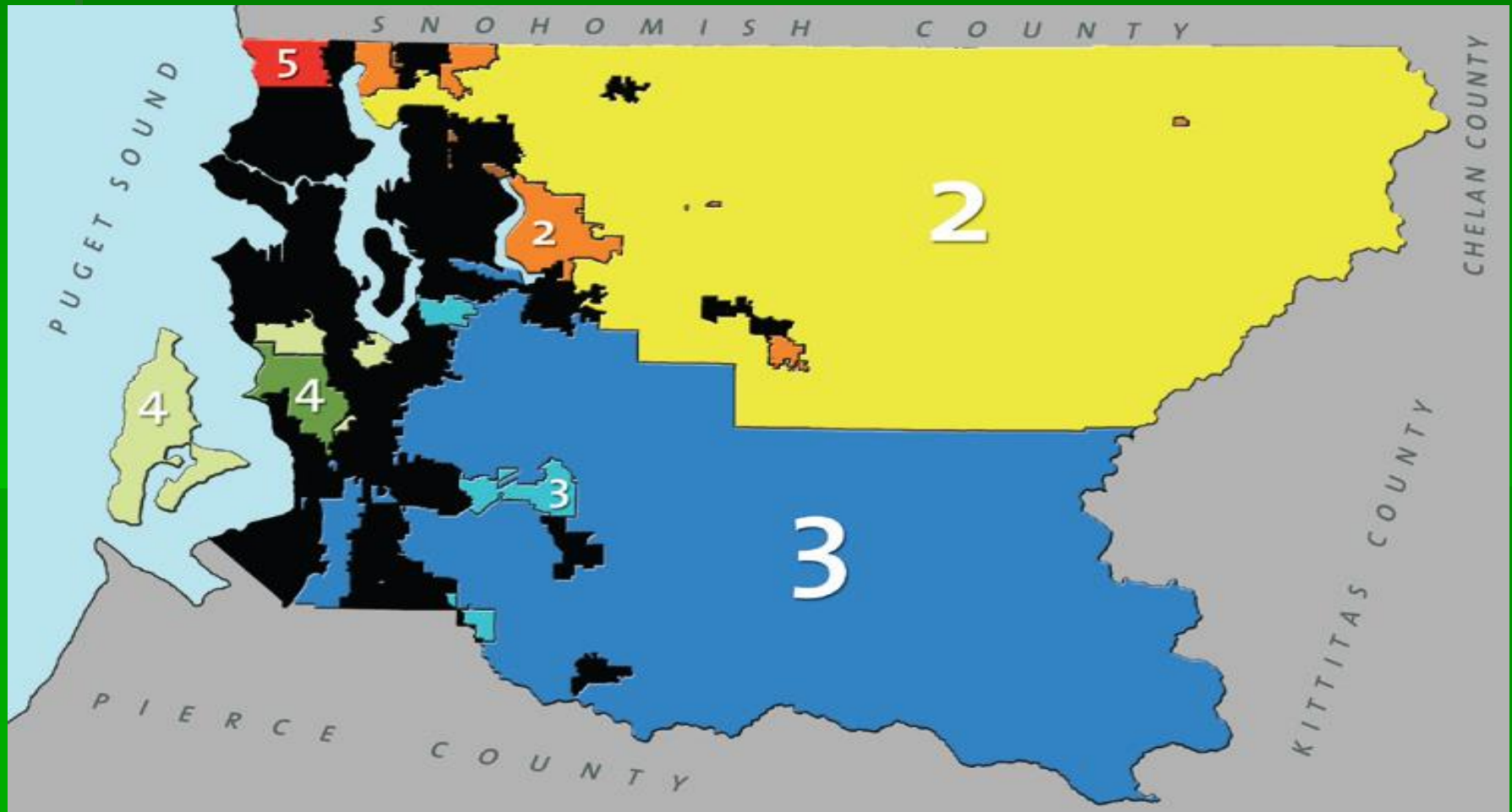
# KCSO Core Values

- **LEADERSHIP:** We lead by example. We are respectful & effective.
- **INTEGRITY:** Public trust matters all the time. We are open, transparent and accountable.
- **SERVICE:** We are good stewards of taxpayer dollars. We treat people the right way.
- **TEAMWORK:** We fight crime constitutionally. Our managers develop & foster a strong team culture.
- *\*Keep these principles in mind for Oral Boards*

# Where we are



# KCSO Precincts



# Precincts + Partnerships

- Headquarters (Courthouse): Sheriff, Chief Deputy, Chiefs, Captains, IIU, Backgrounds
- Partnerships (12): Shoreline, Kenmore, Woodinville, Skykomish, Carnation, Sammamish, Newcastle, Covington, Maple Valley, Beaux Arts Village, Burien & SeaTac
- Plus: Metro and Sound Transit, Muckleshoot and ARFF

# Pct 2: North

- From top of Lake Washington east to mountains, then south to I-90
- Includes: Woodinville, Skykomish, Carnation & Sammamish

# Pct 3: Southeast

- From I-90 south to Mt. Rainier, east to mountains
- Includes Newcastle, Beaux Arts, Maple Valley, Covington, Muckleshoot Tribe
- Largest in area

# Pct 4: Southwest

- Burien & SeaTac
- Vashon Island, White Center & Skyway
- Busiest in number of calls/smallest in area

# Pcts 5 & 7 + Sound Transit

- Shoreline/Kenmore = Precinct 5
- Metro Transit (buses) = Precinct 7  
(largest)
- Sound Transit = trains (newest, 2009)

# Police Service Partnership



Serving Contract Cities since 1872

# Is there a star in your future?

- KCSO has ~692 commissioned deputies and 430 non-commissioned employees.
- Non-commissioned positions include:
  - Communications Specialists (911), DATA
  - Evidence Technicians
  - Community Service Officers
  - AFIS Technicians, Records Unit
  - Photo Lab and IT Staff
  - Administrative

# Current Openings & Hiring

- 2015: 2+-laterals & 5-entry/month “until further notice”
- 13 current openings as of today
- Mostly dependent on retirees
- Openings mostly dependent upon attrition
- CJTC (Academy) reserves at least 5 spots for KCSO hires per Academy class

# 2015 Wages (4-yr: 2013-16)

- \$61,481 (start) - \$86,086 (after 5 years) + patrol/specialty unit, educational premiums + longevity, then + 2% increase on Jan 1, 2016
- Laterals: command staff decision determines wages
- Take home car after you complete Phase 3 (~\$6000)
  - (no more than 15 miles out of KC)
- Ballistic vest, duty belt, uniforms, boots & equipment are provided
- Overtime in pay or comp time

# Benefits package for 2015

Medical: Choice of **REGENCE / GROUP HEALTH**

Dental and vision are covered for you & your dependents

Retirement (LEOFF-2): <http://drs.wa.gov> (8.5%)

We are one of the State's highest paid agencies (total compensation)

# When do benefits start?

- Medical, dental and vision insurance start the 1<sup>st</sup> of the month following your hire date. If you start on the 1<sup>st</sup>, they begin that same day.
- Vacation: 12 days through end year 5; then 15 days beginning year 6
- Sick time: 96 hours/year

# A day in the field....

- Work week (5/2, 5/3) / 8-hour shifts
- Shifts:     0600-1400 – DAYS  
                 1400-2200 -- SWINGS  
                 2200-0600 -- GRAVES
- 4/10's: fixed: (Sound) ; rotating: (Maple Valley, Shoreline, Kenmore, Woodinville, Newcastle, SeaTac, Burien & Metro)
- Discussion of all going to rotating 4/10s

# Qualifications & Disqualifiers

- U.S. Citizen or naturalized
- 20 to apply, age 21 when hired; no upper age limit
- Read, speak and write English fluently
- High School diploma or GED
- WA State driver's license (or can obtain)
- See full list of Automatic Disqualifiers on web page
  - (recently updated May 2015)
- What may disqualify you: drugs, crimes, driving, domestic violence, dishonorable military discharge.  
*Includes dismissed & expunged records.*

# KCSO Hiring Process

- Written exam and physical test
- Complete & screen PHS (DQ's)
- Oral Boards
- Background investigation
- Captain's interview (Conditional Offer)
- Polygraph test
- Psychological exam
- Medical exam
- Final Offer

Timeline of hire = 6-10 months

# NTN Written Exam

[www.nationaltestingnetwork.com](http://www.nationaltestingnetwork.com)

- Administered by National Testing Network (NTN)
- Video-based scenarios (46)—scored, 75% passing but:
  - A score of 77% is needed to move forward to secure OB
  - 10 seconds to answer; average score is 72.5%
  - Laterals simply need a “pass” on reading & writing
- Reading —70% min to pass; 30 blanks [pass/fail]
- Writing (video: 2-parts)—70% min; [pass/fail]
  - Report writing then 15 multiple choice based on your report
- \$~45 (one agency); \$7 to add
- \$23 for 6 video test sample questions, plus practice report writing test @ [www.frontlinetest.com](http://www.frontlinetest.com)
- Entire written takes 2 ½ hours; w/PAT ~4 hours

# Written Test (cont'd)

- Video segment rates in following areas:
  - Judgment
  - Human interaction
  - Calm response to provocation
  - Unbiased enforcement
  - Ethics
  - Handling authority
  - Gaining cooperation
  - Observation & analysis
- No way to study: common sense / how you reason
- Do NOT read into the scenario, answer from the heart NOT by what you think we are looking for ! Do not over-analyze !
- Video=20% of final; scores valid for 1 year
- Re-test? No Boards for entry scores <77%

# TEST DATES

- NTN Test Dates:

[www.nationaltestingnetwork.com](http://www.nationaltestingnetwork.com)

Weekly: Wed, Fri, Sat (2x day)— Everett, WA

Testing also: Tacoma, WA; Yakima, WA; Kennewick, WA; Olympia, WA; Salem, OR; Nampa, ID; Phoenix, AZ; No. CA (written only); Columbus, OH (quarterly PAT), plus monthly at WSCJTC.

\*\*Laterals: video score is not factored—only the OB determines rank

# Physical test

- 300 meter sprint
- Push-ups
- Sit-ups
- 1.5 mile run/walk

# Physical Test

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- 300 meter sprint
  - 56 seconds = 50 points
  - Must do in 71 seconds = 30 points
- Push-ups (untimed)
  - 4" foam block, rest UP position, body in straight line, feet together or up to 12" apart
    - 35 maximum = 50 points
    - 21 minimum = 30 points

# Physical Test (cont'd)

- Sit-ups (1 minute)
  - Knees 90 degree angle, fingers interlocked behind head, elbows to knees, rest UP position. No arching or bucking
    - 38 maximum = 50 points
    - 30 minimum = 30 points
- 1.5 mile run/walk
  - 13.35 minutes = 50 points
  - Must complete in 14.31 minutes = 30 points

160 points required to pass, 200 point maximum  
(video)

# Physical test (cont'd)

- No extra credit for scores over max rate
- Dress appropriately for comfort and weather
- Headphones/Ipods are NOT permitted
- Can re-test PAT anytime if passed written test
  - 6-mo wait if fail any part of written
- You will have to pass the same physical test again prior to entering the academy, so STAY IN SHAPE!
- Repeat: .....you must STAY IN SHAPE!

# Background Packet

## (eSOPH Invite)

- Entry > 77% on NTN video + all passing laterals
- eSOPH electronically sent to those who pass NTN tests (not sent to those < 77%)
- NTN questionnaire: fill it out as Civil Service uses it as the initial application paperwork
- Must be completed to continue in process (honesty!)
- Review for completeness before submitting (ESSAYS!) If YES=then explanation needed
- 10 years of employment; residence addresses last 5 years

# Background Packet (cont'd)

- Screened for any auto DQ's (listed on KCSO & NTN site). A message is sent when screened.
- Those who successfully pass this phase will be considered for Oral Boards
- Re-test? What is your NTN video score?
- Check you "junk" email folder
- Address/phone changes? You MUST keep us and NTN updated!

# Helpful Hints

- Address people by title/sir/ma'am unless told otherwise
- Arrive at every appointment at least 15 minutes early
- Grooming/Dress: no jeans, t-shirts, baseball caps  
Remove any piercings (except ladies' appropriate sized earrings)  
Trimmed mustaches OK. No beards/goatees or long sideburns.  
No tattoos above neck or on hands; can be covered (hair/clothes)
- Leave toys in the car
- Park in a garage or parking lot or take Metro or ST.  
Know about your appointment...
- Outgoing phone calls (spell name on VM, repeat #)
- Your voicemail message (ID yourself or number); VM set-up?/Is it full?
- Emails: formal / what the address says about you

# Oral Boards

- Monthly, 3<sup>rd</sup> week: Tues-Thurs (based on video score)
- Interview with a 3-person panel (Dep., Det., or Sgt)
- ~20 questions
- 8 criteria:
  - Background
  - Communication skills
  - Community involvement
  - Experience
  - Integrity
  - Interpersonal skills
  - Motivation
  - Problem solving
- NTN Video (20%) & OB (80%) scores determine your entry ranking; Laterals: 100% oral boards

# Oral Boards

- This is a *formal* interview – dress appropriately
- Essay is graded and interview timed: 50 mins
- The panelists want to get to know you. Don't be afraid to talk about yourself or explain your answers based on your experience.
- Listen carefully and answer completely (multi-part questions)
- They may ask follow-up questions.
- Be mindful of your posture
- SELL yourself!

# Oral Boards

- What do you know about KCSO? Why LE?
  - Why KCSO?
- Any special skills or experience?
  - What do you do well/how can you improve?
- Have you considered all aspects of job?
- What is the most common sense response?
- Be honest and open regarding your past!
- FIRST IMPRESSIONS MATTER

# Veteran's Preference = 5-10% + extra points

- 10% if the candidate served during a period of war or armed conflict.
- 5% if the candidate did not serve during a period of war or armed conflict.
- For promotions, the preference is 5% only. It can be used even though you used preference to get hired. For promotions, only until your 1<sup>st</sup> promotion.
- (none of this applies if you are drawing a military retirement=no vet preference)
- Second language fluency/Peace Corps service = +10% and ...no, you cannot stack % points

# Oral Board/Eligibility Lists

---

- 4-5 weeks notice for Board scheduling
- Veteran's preference points – bring DD214 to OB
  - If you don't yet have your DD214....
- Civil Service emails results within 2 weeks of the Board including your total score and placement on the list.

# Should you opt for better placement? Test or re-OB

- NTN scores valid for 1 year. Important to withdraw from list first, then have another OB or re-test with NTN
- Withdraw from the process: you must wait 6 months to re-oral board from your withdrawal date (not from your last OB). You do not have to submit a new NTN test scores if your previous scores are still valid
- Fail the OB: you must completely re-apply to the process. This means you must wait 6 months to oral board again, and also test again with NTN

# Mentoring Program

- Pass the OB and your total score is top ~25-30% of the list, (including laterals)
- Participation is voluntary on both parts
- Pairs candidates with established deputies, detectives or sergeants
- Provides confidential resource and sounding board throughout the hiring process
- Mentors are NOT evaluators nor snitches
- Mentors will do a ride-along
- Mentor stays with you through PTO

# Background Investigation

- The longest part of the process...
  - Looks at your stability, maturity, ability and reliability
  - We will contact your 6 references as well as your current and past employers
  - Credit issues: bankruptcy, re-possession, collection agencies, garnished wages, bad checks, income tax issues, foreclosures
  - Social networking (Facebook) pages
- 
- \*\*Wonderlic exam: cognitive ability test: aptitude for learning and problem solving (Google it)->21 score

# Military

- If you are still serving..., B/G's will request to see your military evaluations. Assemble them now to make it easier later--before you are discharged.

# Captain's Interview

- *Formal* interview – dress appropriately
- One-on-one question/answer
- B/G detective present
- Any red flags in your background will be addressed again

**Upon successful completion of the background investigation and Captain's interview, you will be given a conditional offer of employment.**

# Polygraph Test

- Business casual dress
- Plan for two hours – you’re only “hooked up” for about 20 minutes (yes/no answers)
- Initial interview will cover all questions previously answered in the background packet, as well as any red flags that may have arisen during the course of the background investigation
- If you are going to breakdown and “come clean” – now is the time (but it’s a little late!)
- There are no surprise questions!

# Polygraph (cont'd)

- Get sleep—do not OD on caffeine
- Do not minimize (# times/how long ago)
- Do not use web sites to beat the poly
- Pass vs. fail vs. inconclusive
- You will know before you go (16-20% fail the poly)... “If you had only disclosed...”
- Honesty – Honesty - Honesty

# Psychological Exam

- Allow 3 hours (business casual)
- Written test – 500-600 bubbles
- Appointment with a clinical psychologist
- We will not challenge the results of the psych exam!

# Medical Exam

- Administered by U.S.HealthWorks – 5 locations
- Basic health and fitness for duty
  - Blood work, including drug test
  - Cardiac Stress Test (on a treadmill)
  - X-rays
  - Vision & hearing tests
- If you feel you have a condition that may cause you to fail this exam:
  - contact HealthWorks: 206-624-3651
- Again, we will not challenge the doctor's findings.

# One more time: entry-level

- Within the week prior to entering WSCJTC, you repeat @ the Academy:
    - 300 meter sprint
    - push-ups
    - sit-ups
- .... and the 1.5 mile run/walk

**If you do not pass, you will likely NOT be hired...you MUST stay in shape!**

# **Congratulations!**

You are offered the job!

Throw yourself a party, then it's on to the Academy...

# KCSO Training Program Overview

- \$You are on the payroll (\$61,481/yr)
- Pre-BLEA – 1 week
- Phase 1: Basic Law Enforcement Academy @ CJTC -- (4 ½ months)
- Post-BLEA Training -- (5 weeks)-laterals enter
- Phase 2: Field Training Program – 15 weeks, the Reno model, adult-based learning ([www.PSPBL.com](http://www.PSPBL.com))

# Pre-BLEA, 1 week

- Academy review
- Stress Management/Study Skills
- Guild
- 3-day Glock School
- Computer issues
- PAT: Peer Assistance Team

# Academy - 4 ½ months

- Taught using PTO Model
- Washington State Criminal Justice Training Commission (WSCJTC) in Burien, WA --“CJTC”
- Classes of 30-35, all agencies
- 720 hours of training in areas including criminal law, patrol procedures, traffic enforcement, defensive tactics, crisis intervention, emergency vehicle operations, firearms, criminal investigations, and OC spray day (jalapeno peppers is about 2,500-8,000 SHU on Scoville's scale. OC is at about 1,000,000 to 5,000,000 SHU)
- EVOC in Shelton, WA (3-4 days)
  - KCSO does *not* provide housing during the academy and you cannot self-sponsor.

# WSCJTC Start/End Dates

*<https://fortress.wa.gov/cjtc/www/>*

- July 1 – November 5
- July 21 – November 25
- August 13 – December 22
- Sept 1 – January 12
- Sept 16 – January 27
- Oct 7 – February 20
- Oct 27 – March 9
- Nov 12- March 24

# Post-BLEA, 5 weeks

- Out-of-state laterals complete 2-week equivalency then Post-BLEA
- Graduation is a formal, but fun day
- Choose the precinct for PTO (2-5)
- Lays the foundation of KCSO policies & procedures:
  - PTO program overview, expectations/journaling
  - Paperwork system
  - Computer reporting system/basic report writing
  - Shotgun and taser training
  - EVOC/pursuit policy
  - Radio procedure/mock dispatched calls/orientation

# PTO (Field Training)=Phase 2

[www.pspbl.com](http://www.pspbl.com) , “Howard Gardner’s *Multiple Intelligence Theory*”, “*Reno Model PTO*”

- Provides new deputies hands-on training under constant, direct supervision (15 weeks long)
- Expectations of new deputy gradually increase
- Problem-based learning w/4 phases:
  - Non-emergency
  - Criminal Investigations, then Mid-term
  - Emergency
  - Patrol Activities, then Final exam
- Self-directed vs. behavior modification – teaches you how to learn. What type of learner are you? Emphasizes critical thinking / reinforces problem solving skills.
- Probation (1 year) starts day 1 of PTO

# Skills to develop/improve

- [www.popcenter.org](http://www.popcenter.org) – “problem oriented/community-oriented policing”; = research community policing
- Multi-tasking: face-to-face contacts, radio, surroundings, driving
- Geography
- Dealings w/a variety of personalities
- Officer presence—can you sometimes be a person you're not?
- Report writing: elements of the crime, relay the story, English, grammar/report writing skills
- Officer safety

**Complete PTO = Phase 3**

**Congratulations...**

**You drive alone**

You will be issued your take-home car after probation (one year from start of PTO)

(Laterals: car issued after being sworn-in & qualifying)

# What is YOUR career path?



# **How will you wear your star?**

## **...the possibilities are endless....**

- Patrol (rural/urban, partnership/unincorporated)
- SRO, Field Training Deputy [3]
- Investigations (Burglary/Larceny, Check/Fraud, Warrants/Fugitives, SAU, Major Crimes, undercover/plain clothes, Civil Process [3-5])
- Specialty Units: SWAT [4], Marine[4], K9[4], Air[3], Bomb Disposal [3], MARR, Metro 'Bees' [3], hostage negotiation, Search & Rescue, hazmat
- Can't decide? ARFF: Air Rescue Fire Fighting
- **Promotional opportunities (Sgt's test after 5 yrs)**
  - Start: \$95,526 & after 18 months: \$104,004
- \*We are actively recruiting women and those fluent in other languages.

# Video

Modern truths...

--Paul Harvey

# Have you considered all aspects of the job?

- Suicidal, mentally disturbed, homeless, drunk & deceased people. Crimes involving kids/elderly, domestic assaults, overdoses, collisions. Adrenaline surges. Get your buttons pushed: “Rivieri power trip”
- Driving 6-8 hours/day, shift work & holidays, documenting everything you do, being accountable on & off duty.
- This is a fun, exciting and rewarding, BUT inherently dangerous career
- You CAN make a difference in others' lives!

# What can you do now?

- Research agencies; prepare for OBs (ammo)
- Practice the phonetic alphabet (a,b,c,d,e,f,g...)
  - (adam, boy, charlie, david, edward, frank, george...)
- Look at the geography where you want to work
- Talk to LE personnel -- ride-alongs
- Google 'RCW' (WA law)-lots to memorize
- <http://www.kingcounty.gov/safety/sheriff/about/manual.aspx>
- Motivated? Inspired? Or....??
- We welcome your application!
- If you fail....

# Questions??

**This power point is online. The website to get you started: click Deputy Careers!**

**[www.kingcountysheriffjobs.com](http://www.kingcountysheriffjobs.com)**

Dep. Dave Palus, Recruiter  
[david.palus@kingcounty.gov](mailto:david.palus@kingcounty.gov)

206-255-8764 cell

*Handout/freebies*

*Sign-in sheet?*

*Good luck on Oral Boards!*